



Human Resources

DATE POSTED: November 10, 2005

REQ. # 05-284

**NOTICE OF JOB OPENING
ST. LUCIE COUNTY BOARD OF COUNTY COMMISSIONERS
EQUAL OPPORTUNITY EMPLOYER**

2300 Virginia Avenue Fort Pierce, Fl. 34982 – 5652

Telephone (772) 462-1546 Jobline (772) 462-1967

<http://co.st-lucie.fl.us>

This position must be posted for at least five (5) working days from **11-10-2005** TO **11-17-2005**, but will remain open until filled.

DEPARTMENT/DIVISION
GROWTH MANAGEMENT - PLANNING

POSITION AVAILABLE
SENIOR PLANNER

OF OPENINGS
1

STARTING SALARY
\$43,576.42 / year

COMMENTS
Driving Position

VETERANS PREFERENCE
It is the policy of St. Lucie County to give preference to eligible veterans and spouses of veterans in appointment and retention in county employment positions in accordance with Chapter 295, Florida Statutes, and Chapter 22VP-1, Florida Administrative Code. Copies of Chapter 295 and Chapter 22VP-1 are available for review in the Human Resources Department.

JOB CODE 745
PAY GRADE 22
SALARY: \$43,576.42 - \$66,757.18
SENIOR PLANNER

MAJOR FUNCTION: Professional planning position in the Planning Division of the Department of Growth Management. Work includes review of development proposals, long and short term planning issues and other planning matters as may arise and limited supervision of junior and clerical staff. Work involves considerable initiative and independent performance, and substantial contact and coordination with other departments and divisions, and regional and state agencies. The incumbent is responsible to and serves under the supervision of the Planning Manager.

KNOWLEDGE, ABILITIES AND SKILLS NEEDED TO PERFORM THE ESSENTIAL JOB FUNCTIONS OF THE POSITION:

Knowledge: Planning principles and practices; current development trends; statistical and other research methods; local, state and federal regulations pertaining to economic development, county and city planning issues, regulations, grants and programs; local government operations, with particular reference to county and city administration and management.

Abilities: Ability to analyze and interpret complex data. Ability to supervise the maintenance of administrative records. Ability to establish and maintain a satisfactory working relationship with employees, government officials, private organizations, and the general public. Ability to effectively represent the department on policy, procedure and technical matters to local, state and federal officials and the general public. Ability to present information, ideas, and recommendations clearly and succinctly in written and oral form. Ability to supervise professional, secretarial and clerical staff members, including assignment of work and review of same. Ability to demonstrate sensitivity to political, social and fiscal constraints regarding planning issues, projects and programs.

ESSENTIAL JOB FUNCTION: Collection, analysis, and presentation of data related to all aspects of urban planning. Processing of comprehensive plan amendments and applications for land development changes, including rezoning, conditional use, variance, and site plans. Maintenance of county land developments and regulations, and comprehensive plans. Performs related work as requested or assigned.

ESSENTIAL PHYSICAL SKILLS: Use of hands and fingers with dexterity. Good vision and hearing with or without correction. Periodic walking and standing. Occasional light lifting and carrying (30 pounds or less), reaching above shoulders, kneeling, bending and squatting. Ability to operate County automobile continuously for a period of one hour.

ENVIRONMENTAL CONDITION REQUIREMENTS: Nearly constant work inside the office in a sedentary posture. Periodic attendance at meetings inside and outside the County office buildings. Occasional field trips to unimproved and improved development sites, agricultural areas and wilderness areas.

WORK HAZARDS: Possible vision dysfunction due to heavy computer work. Occasional field visits to undeveloped areas, agricultural areas and areas under development, with attendant hazards.

SAFETY EQUIPMENT USED OR NEEDED: Occasional need for hard hat.

EDUCATION AND EXPERIENCE: Graduation from an accredited college or university with a Masters Degree in Urban and Regional Planning, or related field and three (3) years professional planning experience or a Bachelors Degree in Urban and Regional Planning and four (4) years professional planning experience. AICP membership preferred. Microcomputer, statistical and analytical experience required. Experience working with business and special interest groups desired. Comparable training or experience may be substituted for portions of these minimum requirements.

LICENSE, CERTIFICATION, OR REGISTRATION: Must have a valid Florida Driver's License and maintain a good driving record.

Union	Non-Union ✓	Exempt ✓	Non-Exempt
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